
**Coto de Caza
Planning
Advisory
Committee**

Meeting Minutes

**Coto de Caza Planning Advisory Committee
April 10, 2024
Coto de Caza Golf & Racquet Club**

Lucy Dunn
Chair

**Robert
Kallenbaugh**
Vice-Chair

Michael King
Secretary

Mike Ameal
Member

Gilad Ganish
Member

Gary Amelio
Member

Garrett Mott
Member

I. CALL TO ORDER/FLAG SALUTE

Chair Dunn called the meeting to order at 6:01pm.

Present Committee Members: Ameal, Amelio, Dunn, Ganish, King
Staff attendees: Kevin Canning, Contract Planner, OC Development
Services/Planning

Member Ameal led the Flag Salute.

II. APPROVAL OF MEETING MINUTES FROM November 8, 2023

Motion to approve the November 8, 2023 Meeting Minutes from Member Ameal,
Second from Member Amelio. **Unanimously Approved.**

III. NEW BUSINESS

Discussion to cancel the scheduled June 12, 2024 Meeting due to conflict
with the Annual Meeting for CZ Master Association. There are no
anticipated agenda items for May or June. This is a non-voting item, May
and June meetings will be cancelled.

Item #1 – Project: PA24-0021

Owner/Applicant: Coto de Caza Community Association (Village HOA)

Location: 23882 Via Ortega (Via Ortega at Via Coyote)

Proposal: An Administrative Site Development Permit to establish
(legitimize) an existing community facility use within the Village. Subject site
has been/is used for storage of community association landscape
equipment and various other materials for use at community events, and
limited daytime-only parking.

Staff Presentation: Mr. Kevin Canning presented the project stating that the
applicant's goal is establish a legal use for the area in question by
designating it a community use facility. Issues that have been raised by
residents include overnight parking and teenage use of the space during
nighttime hours. Mr. Canning recommended that the applicant work with
any concerned residents to establish conditions for approval which the
applicant has done.

Applicant Presentation: In attendance to present on behalf of the applicant
were Jim Hicks (President, Coto de Caza Community Association) and Bob
Kennedy (Vice President, Coto do Caza Community Association). Mr.
Kennedy also lives across the street from the lot being discussed. Mr. Hicks

distributed the updated “Proposed Permit Conditions” which were discussed and agreed to during discussion with the concerned homeowner (Mr. David Sohn). Mr. Hicks explained that this lot has been a source of contention in the past due to overnight parking, previous landscape contractors using the area for storage and waste along with the noise that was generated by the lot’s use by the landscape contractor. Mr. Hicks and Mr. Kennedy stated their goal is to give the county terms which can be enforced and supersede any future boards of the Coto de Caza Community Association (the HOA). The HOA sent an email to all members to inform them of the intended action and to solicit input. Additionally, the HOA plans to install a gate at the lot’s entrance that is reflective of the community’s character.

Public Comment:

Mr. David Sohn, is a resident of the Village and owns the lot directly to the North of the lot in question. He built his home in 1983 and stated that the Village “has changed a lot, but also hasn’t changed.” He said that there has been very little enforcement with regard to parking in the lot, use by the landscape company, green waste being left overnight, and parking by boats and RVs. He has no issue with infrequent use by the landscape company, but took exception to the noise generated by the previous landscape company and their Kubota vehicle that was used daily. He believes no flammable materials should ever be present and that proper enforcement should be mandatory to prevent any use and noise generation during nighttime hours. Mr. Sohn stated that he agrees with the proposed permit conditions presented by the HOA.

End of Public Comments.

Committee Comments and Questions:

Member Ganish: Is this prelim approval to be followed by a CUP?

Mr. Canning: No, this decision will serve as the recommended action for planning.

Member Ganish: For any future buildings or structures, would the HOA have to review?

Mr. Canning: Any significant change would require a change to the Site Development Permit.

Member Amelio recommends that “No overnight landscape waste or refuse is allowed” to be added to the “Proposed Permit Conditions” under the Landscaping section (see Revised Proposed Permit Conditions Exhibit – attached).

Member Amelio made a motion to approve the proposal for an administrative Site Development Permit. The Coto Planning Advisory Committee has reviewed and discussed the proposed project and received public comments on the proposal and finds that the proposed project is consistent with the Coto de Caza Specific Plan; and the Committee recommends that the Director approve the proposed Site Development Permit to establish/legalize the existing improvements as a community facility to include the Proposed Permit Conditions, as amended (see Revised Proposed Permit Conditions Exhibit – attached). Second by Member Ganish. **Unanimously approved.**

IV. Adjournment

Chair Dunn adjourned the meeting at 6:46pm.